



County of Los Angeles CHIEF EXECUTIVE OFFICE

713 KENNETH HAHN HALL OF ADMINISTRATION
LOS ANGELES, CALIFORNIA 90012
(213) 974-1101
<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA
Chief Executive Officer

May 20, 2008

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Board of Supervisors
GLORIA MOLINA
First District

YVONNE B. BURKE
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

Dear Supervisors:

**DEPARTMENT OF CHILDREN AND FAMILY SERVICES: REQUEST TO
APPROVE AMENDMENT NUMBER SIX TO THE SKID ROW FAMILIES
DEMONSTRATION PROJECT SERVICES CONTRACT
(DISTRICT ONE AFFECTED) (3 VOTES)**

SUBJECT

Amendment Number Six is to increase contractor's budget by an additional \$1.3 million to an aggregate of \$3.5 million maximum annual contract sum for the second year of the contract to fund unanticipated additional expenses caused by challenges in relocating families into permanent housing.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve the attached Request for Appropriation Adjustment (Attachment A) to increase the Department of Children and Family Services (DCFS) budget for Fiscal Year (FY) 2007-08 by \$1.373 million to pay for unanticipated increase of service units, and delegate authority to the Chief Executive Officer (CEO) to execute the Appropriation Adjustment.
2. Approve and instruct the Chair to execute Amendment Number Six (Attachment B) to the Skid Row Families Demonstration Project (SRFDP) Services Contract with Beyond Shelter to increase the maximum annual contract sum by \$1.3 million net County cost (NCC) through the Homeless and Housing Program Fund (HHPF) First District Homeless Services funds, from \$2.2 million to \$3.5 million, effective upon Board approval through December 17, 2008. An estimated \$2.543 million is included in the FY 2007-08 Adopted Budget and an estimated \$957,000 will be included in the DCFS FY 2008-09 Budget during Final Changes.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS

The recommended actions are necessary to meet the unanticipated increased cost of the project for the second year of the contract. The goal of the SRFDP is to relocate homeless families from the Skid Row area to permanent housing. Each homeless family accepted into the SRFDP is immediately provided with appropriate temporary housing in hotels and/or other shelter placements to await approval of their permanent housing applications under Section 8. There have been unavoidable delays caused by the length of the Section 8 housing application and by the lack of proper documentation and other necessary requirements to determine eligibility. The families must remain in hotels or master leased apartments longer than expected during this process. If the recommended actions are not approved, Beyond Shelter will not be able to continue providing housing assistance to the homeless families served by the SRFDP.

The attached Appropriation Adjustment to transfer the required additional funds to DCFS for FY 2007-08 will ensure availability of funds to pay for the cost for families who have stayed longer in the hotels or master leased apartments while transitioning to permanent housing.

Implementation of Strategic Plan Goals

The recommended actions are consistent with the principles of the Countywide Strategic Plan Goal 1, Service Excellence, Goal 4, Fiscal Responsibility, and Goal 5, Children and Families' Well-being. Board approval will ensure service delivery and support the County's efforts to address the immediate and critical needs of children and homeless families served by the SRFDP.

FISCAL IMPACT/FINANCING

Amendment Number Six will add \$1.3 million to SRFDP during the second year contract, financed by 100 percent NCC - Homeless and Housing Program - Homeless Families Access Center and First District Homeless Services funding. The maximum annual contract sum for the first and second year of the contract is \$5.712 million and \$3.5 million, respectively. The total maximum contract sum for both contract years is \$9.212 million and is financed by 100 percent NCC. A Request for Appropriation Adjustment to transfer the \$1.373 million to DCFS upon approval is attached. This amount includes the \$700,000 approved by CEO under Amendment Number Five, which was not previously transferred to date.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

As a partnership among DCFS and the L. A. County Departments of Public Social Services (DPSS), Mental Health (DMH), Health Services (DHS) Public Health (DPH) and the CEO, a twelve-month SRFDP contract adopted by your Board was executed effective

December 18, 2006 to December 17, 2007, with Beyond Shelter to move 500 homeless families from the Skid Row into permanent housing in residential neighborhoods and provide families with six months of case management to help them achieve stability and prevent future homelessness.

Currently, Beyond Shelter is serving a maximum of 300 homeless families under this contract. As of March 29, 2008, a total of 129 families have moved into permanent housing. The causes of delay for the remaining families are due to additional time required to address the families' special needs, difficulties in obtaining necessary documents such as birth records, employment and income verifications, and once the Section 8 vouchers are approved by the Housing Authority, the difficulty in locating Section 8 housing.

On May 18, 2007, Amendment Number One to the contract was executed by the CEO to modify the Housing Resources 12-Month Budget by reducing the line item on Hotel Vouchers by \$10,000 and adding the line item Emergency Food/Transportation/Other Special Needs at an estimated cost of \$10,000.

On November 21, 2007, Amendment Number Two was executed by the CEO to further realign the Beyond Shelter budget within the maximum annual contract sum, primarily due to increased hotel voucher and master leased apartment costs.

On December 11, 2007, Amendment Number Three was adopted by the Board of Supervisors to extend the contract for one additional year, from December 18, 2007 through December 17, 2008, at a maximum annual contract sum of \$1.5 million and to decrease the number of participants from 500 homeless families to 300 homeless families.

On March 4, 2008, Amendment Number Four was executed by the CEO to correct technical and non-material errors found in Amendment Number Three.

On March 4, 2008, Amendment Number Five was executed by the CEO to increase the maximum annual contract sum in the second year by \$700,000, from \$1.5 million to \$2.2 million. This increase within the delegated authority of the CEO was needed to fund longer stays of homeless families in hotels and master leased apartments transitioning to permanent housing, higher move-in costs, and increased emergency food expenditures.

This Board Letter and Amendment Number Six were reviewed by County Counsel. County Counsel has approved this Amendment Number Six as to form.

CONTRACTING PROCESS

No additional contracting process was required for this amendment.

IMPACT ON CURRENT SERVICES

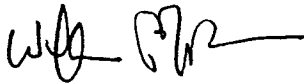
Approval of the recommended actions will continue the County's efforts to better serve homeless families by moving them off the Skid Row Area and into safe and sufficient permanent housing. The SRFDP provides a healthy alternative and opportunity for homeless families to break their cycle of homelessness and achieve self-sufficiency.

CONCLUSION

Upon approval and execution of this Amendment Number Six, it is requested that the Executive Officer/Clerk of the Board send a copy of the adopted Board Letter and Amendment to:

1. Department of Children and Family Services
Contract Administration
Attention: Walter Chan, Contracts Manager
425 Shatto Place, Room 400
Los Angeles, CA 90020
2. Office of the County Counsel
Social Services Division
Attention: Diane Cachenaute, Paralegal
648 Kenneth Hahn Hall of Administration
500 West Temple Street, Suite 602
Los Angeles, CA 90012
3. Beyond Shelter
Attention: Tanya Tull, President/CEO
1200 Wilshire Blvd., Suite 600
Los Angeles, CA 90017

Respectfully submitted,



WILLIAM T FUJIOKA
Chief Executive Officer

WTF:SRH:
MS:KH:WC:hn

Attachments (2)

c: Executive Office of the Board
County Counsel
skid row.bl

ATTACHMENT A

PINK

BOARD OF
SUPERVISORS
OFFICIAL COPY

76R 352M 11/83

COUNTY OF LOS ANGELES

REQUEST FOR APPROPRIATION ADJUSTMENT

DEPT'S.
No. 350

DEPARTMENT OF CHILDREN AND FAMILY SERVICES

2008

AUDITOR-CONTROLLER.

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. WILL YOU PLEASE REPORT AS TO ACCOUNTING AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF ADMINISTRATIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

FY 2007-08

3 - VOTES

SOURCES

DEPARTMENT OF CHILDREN AND FAMILY SERVICES

A01-CH-6800-26200

Intrafund Transfer

\$1,373,000

Increase Revenue

USES

DEPARTMENT OF CHILDREN AND FAMILY SERVICES

A01-CH-2000-26200

Services and Supplies

\$1,373,000

Increase Appropriation

JUSTIFICATION

This adjustment is to reflect changes in revenue and appropriation for DCFS to implement supportive services for Skid Row Families for FY 2007-08.



PATRICIA S. PLOEHN, LCSW, Director

CHIEF ADMINISTRATIVE OFFICER'S REPORT

REFERRED TO THE CHIEF
ADMINISTRATIVE OFFICER FOR -

ACTION

RECOMMENDATION

AUDITOR-CONTROLLER BY

NO.

20

APPROVED AS REQUESTED

AS REVISED

20

CHIEF ADMINISTRATIVE OFFICER

APPROVED (AS REVISED):
BOARD OF SUPERVISORS

20

BY

DEPUTY COUNTY CLERK

SEND 6 COPIES TO THE AUDITOR-CONTROLLER



AMENDMENT NUMBER SIX

TO

**SKID ROW FAMILIES DEMONSTRATION PROJECT
SERVICES CONTRACT**

WITH

BEYOND SHELTER

**AMENDMENT NUMBER SIX
TO THE SKID ROW FAMILIES DEMONSTRATION
PROJECT SERVICES CONTRACT**

This Amendment Number Six (hereafter, "Amendment") to the Skid Row Families Demonstration Project Services Contract (hereafter, "Contract ") is made and entered into at Los Angeles, California this _____ day of _____, 2008, by and between the County of Los Angeles (hereafter, "COUNTY") and Beyond Shelter (hereafter, "CONTRACTOR").

W I T N E S S E T H

WHEREAS, the Skid Row Families Demonstration Project Services Contract was executed on December 18, 2006, and extended by the Board on December 11, 2007, for one additional year, effective December 18, 2007 through December 17, 2008; and,

WHEREAS, additional funding is necessary to accommodate unanticipated increase in service units; and,

WHEREAS, this Amendment is prepared as set forth in the Contract, Part II, STANDARD TERMS AND CONDITIONS, Section 7.0, CHANGES AND AMENDMENTS; and,

NOW THEREFORE, COUNTY and CONTRACTOR mutually agree to the following changes:

1. PART I, UNIQUE TERMS AND CONDITIONS, Section 4.0, CONTRACT SUM, Sub-section 4.5 is amended to read as follows:

4.5. The Maximum Annual Contract Sum for the first year of the Contract, inclusive of the start-up Funds, interest earned on the interest-bearing accounts, and Advanced Funds is Five Million, Seven Hundred Twelve Thousand Dollars (\$5,712,000). The Maximum Annual Contract Sum for the second year of the Contract is Three Million, Five Hundred Thousand Dollars (\$3,500,000). The total amount payable under this Contract is Nine Million, Two Hundred Twelve Thousand Dollars (\$9,212,000), hereinafter referred to as "Maximum Contract Sum."

2. PART 1, UNIQUE TERMS AND CONDITIONS, Section 4.0, CONTRACT SUM, Sub-section 4.6.3 is added to read as follows:

4.6.3 CONTRACTOR has prepared and submitted to COUNTY, a Revised Projection Budget for the supplemental increase in second year as follows:

- Exhibit B-6 - Revised Projection Budget, December 18, 2007 through December 17, 2008

CONTRACTOR represents and warrants that the above budget is true and correct in all respects, and services shall be delivered hereunder in accordance with the budgets. In the event the Maximum Annual Contract Sum is increased pursuant to Part II, STANDARD TERMS AND CONDITIONS, Changes and Amendments, hereof, CONTRACTOR shall prepare and submit an amended budget(s).

3. PART 1, UNIQUE TERMS AND CONDITIONS, Section 7.0, ADVANCED FUNDS, Subsections 7.1.1 is modified to read as follows:

7.1.1 CONTRACTOR may submit a written request for Cash Advance upon execution of Amendment Number Three and thereafter. All requests for Cash Advances for the second year of the Contract shall be submitted by the CONTRACTOR to the COUNTY Program Manager and Chief Executive Officer or designee for review and approval. If approved, the COUNTY Program Manager shall submit requests for Cash Advance to DCFS Fiscal Operations Division, Contract Accounting Section, for processing at the address indicated below. In no event will the total of all Cash Advances received by the CONTRACTOR for the second year of the Contract exceed Three Million, Five Hundred Thousand Dollars (\$3,500,000).

County of Los Angeles
Department of Children and Family Services
Attention: Fiscal Operations Division, Contract Accounting Section
425 Shatto Place, Room 204
Los Angeles, CA 90020

4. Exhibit B-6, Revised Projection Budget, December 18, 2007 through December 17, 2008 is attached hereto and made part of Exhibit B-2, Line Item Budget.

ALL OTHER TERMS AND CONDITIONS OF THE CONTRACT REMAIN IN FULL FORCE AND EFFECT.

**AMENDMENT NUMBER SIX
TO THE SKID ROW FAMILIES DEMONSTRATION
PROJECT SERVICES CONTRACT**

N WITNESS WHEREOF, the Board of Supervisors of the COUNTY of Los Angeles has caused this Amendment Number Six to be subscribed by its Chair and the seal of such Board to be hereto affixed and attested by the Executive Office thereof, and the CONTRACTOR has caused this Amendment Number Six to be subscribed on its behalf by its duly authorized officer(s) as of the day, month and year first above written. The person(s) signing on behalf of the CONTRACTOR warrants under penalty of perjury that he or she is authorized to bind the CONTRACTOR in this Contract.

COUNTY OF LOS ANGELES

By _____
Chair, Board of Supervisors

ATTEST:

SACHI A. HAMAI
Executive Officer-Clerk of the
Los Angeles County
Board of Supervisors

By _____

BEYOND SHELTER
CONTRACTOR

By _____

Name _____

Title _____

By _____

Name _____

Title _____

95-4197075
Tax Identification Number

APPROVED AS TO FORM:

BY THE OFFICE OF COUNTY COUNSEL
RAYMOND G. FORTNER, JR., County Counsel

BY _____
Kathy Bramwell, Principal Deputy County Counsel

LD ROW FAMILIES DEMONSTRATION PROJECT (Year - 2)

LL YEAR PROJECTION
OF 02/22/2008 (Serial - 2)

Exhibit B-6

ENCY NAME: Beyond Shelter
ENCY ADDRESS: 1200 Wilshire Blvd.
Suite 600
Los Angeles, CA 90017

COST CATEGORY	ANNUAL CONTRACT	1	2	3	4	5	6	7	8	9	10	11	12	Total	VARIANCE (OVER) / UNDER	
	BUDGET	DEC 18 '07 TO JAN 17 '08 MONTH 1 ACTUAL	JAN 18 '08 TO FEB 17 '08 MONTH 2 ACTUAL	FEB 18 '08 TO MAR 17 '08 MONTH 3 PROJECTION	MAR 18 '08 TO APR 17 '08 MONTH 4 PROJECTION	APR 18 '08 TO MAY 17 '08 MONTH 5 PROJECTION	MAY 18 '08 TO JUN 17 '08 MONTH 6 PROJECTION	JUN 18 '08 TO JUL 17 '08 MONTH 7 PROJECTION	JUL 18 '08 TO AUG 17 '08 MONTH 8 PROJECTION	AUG 18 '08 TO SEP 17 '08 MONTH 9 PROJECTION	SEP 18 '08 TO OCT 17 '08 MONTH 10 PROJECTION	OCT 18 '08 TO NOV 17 '08 MONTH 11 PROJECTION	NOV 18 '08 TO DEC 17 '08 MONTH 12 PROJECTION	DEC 18 '07 TO JAN 17 '08 MONTH 1 PROJECTION		
rt-Up Cost (Advance Not Applicable)	Administrative:															
	Personnel															
	Staff Salaries	\$ 724,049.53	\$ 94,843.36	\$ 84,236.17	\$ 108,666.00	\$ 108,666.00	\$ 108,666.00	\$ 108,666.00	\$ 108,666.00	\$ 108,666.00	\$ 101,999.33	\$ 91,999.33	\$ 91,999.33	\$ 1,225,739.53	\$ (501,690.00)	
	Taxes & Benefits	\$ 152,922.47	\$ 23,834.30	\$ 20,094.17	\$ 21,733.00	\$ 21,733.00	\$ 21,733.00	\$ 21,733.00	\$ 21,733.00	\$ 21,733.00	\$ 20,399.87	\$ 18,399.87	\$ 18,399.87	\$ 253,259.07	\$ (100,336.60)	
	Other Personnel	\$ 876,972.00	\$ 118,677.66	\$ 104,330.34	\$ 130,399.00	\$ 130,399.00	\$ 130,399.00	\$ 130,399.00	\$ 130,399.00	\$ 130,399.00	\$ 122,399.20	\$ 110,399.20	\$ 110,399.20	\$ 1,478,098.60	\$ (602,028.60)	
	Non-Personnel															
	Lease - Program Space	\$ 64,973.35	\$ 10,281.00	\$ 14,692.35	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 124,973.35	\$ (60,000.00)	
	Other Non-Personnel	\$ 64,973.35	\$ 10,281.00	\$ 14,692.35	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 124,973.35	\$ (60,000.00)	
	Other Administrative Exps.	\$ 127,729.12	\$ 10,804.11	\$ 12,828.01	\$ 21,060.00	\$ 21,060.00	\$ 21,060.00	\$ 21,060.00	\$ 21,060.00	\$ 21,060.00	\$ 21,060.00	\$ 19,659.88	\$ 18,059.88	\$ 18,059.88	\$ 227,031.76	\$ (99,302.64)
	Other Administrative Cost	\$ 1,069,674.47	\$ 139,762.77	\$ 131,950.70	\$ 161,459.00	\$ 161,459.00	\$ 161,459.00	\$ 161,459.00	\$ 161,459.00	\$ 161,459.00	\$ 161,459.00	\$ 152,259.08	\$ 138,459.08	\$ 138,459.08	\$ 1,831,003.71	\$ (761,328.24)
Using Resources:	Emergency Housing	\$ 265,947.00	\$ 104,947.00	\$ 48,000.00	\$ 12,900.00									\$ 265,947.00	\$ (415,300.00)	
	Hotel Vouchers / Extended Stay Hotels	\$ 613,375.00	\$ 245,013.00	\$ 107,962.00	\$ 187,600.00	\$ 187,600.00	\$ 79,600.00	\$ 19,200.00	\$ 10,800.00	\$ 3,300.00				\$ 1,028,675.00	\$ (415,300.00)	
	Master - Leased Apartments	\$ 51,935.00	\$ 9,690.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00			\$ 96,935.00	\$ (45,000.00)	
	Emergency Food / Transportation / Other													\$	\$	
	Hotel Vouchers - DCFs													\$	\$	
	Hotel Voucher Housing	\$ 931,257.00	\$ 359,650.00	\$ 220,307.00	\$ 245,600.00	\$ 210,500.00	\$ 89,600.00	\$ 29,200.00	\$ 29,200.00	\$ 20,800.00	\$ 13,300.00	\$ 5,000.00	\$	\$ 1,391,557.00	\$ (460,300.00)	
	Permanent Housing															
	2 Year Shallow Subsidy	\$ 78,012.00	\$ 812.00	\$ 2,200.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 78,012.00	\$ (78,370.76)
	Move-In Costs & Other Needs	\$ 121,056.53	\$ 19,262.00	\$ 46,164.00	\$ 43,250.00	\$ 14,100.00	\$ 37,051.29	\$ 3,300.00	\$ 3,300.00	\$ 5,500.00	\$ 8,600.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 199,427.29	\$ (78,370.76)
	Other Permanent Housing	\$ 199,068.53	\$ 20,074.00	\$ 48,364.00	\$ 50,750.00	\$ 21,600.00	\$ 29,500.00	\$ 44,551.29	\$ 10,800.00	\$ 13,000.00	\$ 16,300.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 277,439.29	\$ (78,370.76)
Other Housing Resources Cost	\$ 1,130,325.53	\$ 379,724.00	\$ 268,871.00	\$ 296,350.00	\$ 232,100.00	\$ 227,100.00	\$ 134,151.29	\$ 40,000.00	\$ 33,800.00	\$ 29,600.00	\$ 12,500.00	\$ 7,500.00	\$ 7,500.00	\$ 1,688,998.29	\$ (538,670.76)	
Other Admin. & Housing Resources Costs	\$ 2,200,000.00	\$ 519,486.77	\$ 400,521.70	\$ 457,808.00	\$ 393,559.00	\$ 388,569.00	\$ 295,610.29	\$ 201,459.00	\$ 195,259.00	\$ 191,059.00	\$ 164,759.08	\$ 145,959.08	\$ 145,959.08	\$ 3,500,000.00	\$ (1,300,000.00)	

of Fam in Motels - Current Projection

of MLAs - Under Lease - Current Projection

of Families in MLAs - Current Projection

Families in Transitional Housing

we into Permanent Housing

tal

nthly Move into PH